

## MINUTES

### Health Information Technology and Transparency Advisory Board and Ad Hoc Expert Meeting

Georgia Tech Research Institute  
250 14<sup>th</sup> Street, N.W., Atlanta, GA  
Room 119B  
March 21, 2007  
9:00 A.M. - 4:00 P.M.

#### Members Present

Jeffrey Broka	Dr. James Buehler	Marsha Burke
Robert W. Bush	Dr. Jack Chapman	Tod Citron
Monye Connolly	Chris Downing	Greg Fields
Michael Heekin	Honorable Judson Hill	George Israel
R. Scott Leavell	Laura Linn	Patricia Massey
Dr. William McClatchey	Doug Moses	Glenn Pearson
Dr. Winston Price	Dr. Louvenia A. Rainge	Gayle Ransom
Russell Williams		

#### DCH Staff Present

Alicia McCord-Estes	Rory Gagan	Charemon Grant
Matthew Jarrard	Sara Lambert	Diane Manheim
Sonny Munter	Toni Phillips	Robert Rozier
Tinnera Rumph	Lisa Marie Shekell	

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Chairman Russell Williams called the meeting to order at 9:20 a.m., at the Georgia Tech Research Institute (GTRI) located at 250 14<sup>th</sup> Street, N.W., Atlanta, Georgia. A quorum of the Board was present. The meeting began with the Chair discussing the Board's efforts to comprehend "Interoperability and Transparency" and the diligence in adhering to the Governor's Executive Order to promote Health Information Exchange (HIE) and interoperability.

The Chair and Board acknowledged and welcomed the significant participation of the public and their input to the Board and Committees.

The Chair motioned the February 21, 2007 minutes be approved. A motion was made and the minutes were approved. A motion for future minutes was made, to include substantive details of the discussions and/or presentations. The Motion was seconded and approved.

Ms. Alicia McCord-Estes, *Project Management Office Director*, of the Georgia Department of Community Health (DCH) presented the Health Information Technology and Transparency (HITT) SharePoint Web site. The Web site is a repository for the Advisory Board and Ad Hoc Experts to review documents, conduct discussions and access other organizational links.

The Chair indicated the HITT Bylaws were amended and requested DCH General Counsel Charemon Grant report the three Bylaw revisions requiring the Boards review. However, the Board cannot vote on the amendments until the next meeting, in April 2007. The Chair requested the Board review the changes for finalization at the next meeting.

The Chair stated that a description of the Ad Hoc Expert's role will be published on the HITT SharePoint Web site. Ad Hoc Expert Dr. Winston Price requested the Board consider allowing the Ad Hoc Experts one vote in order to confer on crucial issues as a group. Board member Mr. Robert Bush advised this may be allowable within the Subcommittees, but not as a Board member vote due to Ad Hoc member conflict of interest concerns. It was suggested the Board describe specific roles for the Ad Hoc Experts. The Chair indicated the Ad Hoc Experts primary role is to counsel the Board on action items specific to deliverables in developing a Transparency Web site for consumers and identifying pilot projects within the State of Georgia to promote interoperability. Board member Dr. James Buehler requested assurance the Ad Hoc Experts be able to vote and have a voice in both Health Information Exchange (HIE) and Transparency Standing Committees. Mr. Sonny Munter, *Chief Information Officer*, of DCH agreed the Ad Hoc Expert's role is to consult and advise the Board; no voting privileges are allowed. However, the recommendations of the Ad Hoc Experts will influence the Board's voting process. Ms. Sara Lambert, *Project Coordinator*, with DCH will provide, upon request, documentation of the specific areas of expertise of the Ad Hoc Experts.

The Chair opened the meeting to the general public for discussion; no comments were received.

Mr. Munter provided an update regarding his efforts in recruiting a Board Consultant. He indicated that criteria be specified for any consultant to include HIE, information technology and project management. In addition, he provided the group with the details regarding the April HITT Advisory Board Work Group Retreat that will be held Wednesday, April 18, 2007 and Thursday, April 19, 2007 and facilitated by Ad Hoc Expert Mr. Michael Heekin.

At this time, privacy and security presentations are agenda items for the May 2007 meeting. Ms. Diane Manheim, *Transparency Project Manager*, with DCH identified the following Transparency Standing Committee's subcommittees: Pharmacy, Hospitals,

Health Plans and Long-Term Care. Either an Advisory Board or Ad Hoc Expert member will serve as the Chair for these subcommittees. Subcommittee progress reports will be provided to the Board outlining various updates and accomplishments. These updates and accomplishments will also be posted on HITT SharePoint Web site. Ad Hoc Expert Dr. Winston Price suggested transient and uninsured populations be considered from a subcommittee standpoint as an area to pursue regarding trust issues, identification, privacy and security.

The next HITT Advisory Board meeting will be a Work Group Retreat scheduled on Wednesday, April 18, 2007 and Thursday, April 19, 2007 at the Georgia Tech Global Learning Conference Center located in Atlanta, GA. The data from the two-day working retreat will be presented during the May 2007 Advisory Board meeting.

There being no further business to be brought before the Health Information Technology and Transparency (HITT) Advisory Board meeting at its March 21, 2007 session, Chairperson Williams adjourned the meeting at 3:00 p.m.

THESE MINUTES ARE HEREBY APPROVED AND ADOPTED THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 2007.

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Russell J. Williams, Chairperson

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Chris Downing, Vice Chairperson